

**RESTRICTED SALESPERSON CHANGE APPLICATION**

RE 214A (Rev. 6/07)

DRE RECEIVED DATE

✓ This form is to be used by **restricted salespersons only**; unrestricted salespersons must use RE 214.

Restricted broker salespersons must use RE 204.

✓ **Read instructions on reverse side before completing.**

TYPE OF CHANGE

[Check appropriate box(es)]

- ☐ SPONSORING BROKER/CORP.
☐ EMPLOYMENT DISCONTINUED
☐ PERSONAL NAME
☐ MAILING ADDRESS
☐ ACTIVATION

SALESPERSON INFORMATION

1. LICENSE IDENTIFICATION NUMBER

DRE USE ONLY

2. SALESPERSON'S NAME — AS IT APPEARS ON LICENSE. — LAST, FIRST, MIDDLE

3. SALESPERSON'S **NEW** NAME (IF CHANGING) — LAST, FIRST, MIDDLE (See instructions on reverse side; sign line #11 with *new* name.)

4. SALESPERSON'S MAILING ADDRESS — STREET ADDRESS/P.O. BOX, CITY, STATE, ZIP CODE

5. DO YOU RESIDE IN CALIFORNIA?

☐ YES☐ NO

IF NO, AN "RE 234" MUST BE ON
FILE WITH THIS DEPARTMENT. SEE
REVERSE SIDE.

6. DATE OF COMMISSIONER DECISION

7. CASE NUMBER

H –8. SALES. LICENSE EXPIRATION DATE
MONTH DAY YEAR

9. BUSINESS TELEPHONE NUMBER (INCLUDE AREA CODE)

10. RESIDENCE TELEPHONE NUMBER (INCLUDE AREA CODE)

RESTRICTED SALESPERSON CERTIFICATION

I hereby certify that: a) the information on this form is true and correct to the best of my knowledge, b) I have complied with Section 10161.8(c) and (d) of the Business and Professions Code, and c) I have given notice of termination of employment to the broker identified on line #22.

11. SIGNATURE OF RESTRICTED SALESPERSON — **MUST BE ORIGINAL SIGNATURE, NOT PHOTOCOPY, ETC.**

DATE

NEW SPONSORING BROKER/CORPORATION INFORMATION

12. BROKER/CORPORATION ID NO.

DRE USE ONLY

13. SALESPERSON EMPLOYMENT DATE

DRE USE ONLY14. BROKER/CORPORATION NAME — **AS IT APPEARS ON LICENSE; NO DBA'S**

15. MAIN OFFICE ADDRESS OF BROKER/CORP. — STREET ADDRESS, CITY, STATE, ZIP CODE

EMPLOYING BROKER CERTIFICATION

I hereby certify that I have read the Decision of the Real Estate Commissioner referenced above, which provides for the issuance of a restricted real estate salesperson license. I will carefully review all transaction documents which the restricted salesperson licensee prepares and will otherwise exercise close supervision over the licensed activity of the above named salesperson. Should he/she violate any of the conditions of the restricted license, I will immediately notify the Real Estate Commissioner in writing.

I hereby certify that: a) The above information is true and correct to the best of my knowledge, and b) there is a written agreement with this salesperson on file in my office as required by Section 2726 of the Commissioner's Regulations.

16. SIGNATURE OF NEW BROKER/LICENSED OFFICER — **MUST BE ORIGINAL SIGNATURE, NOT PHOTOCOPY, ETC.**

DATE

17. PRINTED NAME OF #16 SIGNER

18. BROKER/CORP. EXPIRATION DATE

19. BUSINESS TELEPHONE NUMBER

FORMER BROKER/CORPORATION INFORMATION

20. BROKER/CORPORATION ID NO.

21. DATE SALESPERSON TERMINATED

22. BROKER/CORPORATION NAME — **AS IT APPEARS ON LICENSE; NO DBA'S**

23. SIGNATURE OF FORMER BROKER/LICENSED OFFICER

DATE

FOR DRE USE ONLY

PROC. #

DATE PROCESSED

SENDER'S #

DATE SENT

FORM LETTER/COMMENTS

DOCUMENT DATE USED & TYPE (*circle one*)

RD AD KD

General Information

- ✓ This form is to be used by **restricted salespersons only**; unrestricted salespersons must use Salesperson Change Application (RE 214).
- ✓ Type or print clearly in ink (black or blue; do not use red).
- ✓ Receipt of this form will not be acknowledged.
- ✓ If you electronically re-create this form to facilitate completion on a computer, the form should not be altered in any manner. To do so, could result in disciplinary action. Also, please make certain you do not delete any preprinted information and are using the latest version of the form.
- ✓ **eLicensing** — Restricted licensees may not use the **eLicensing** system on the DRE Web site. Restricted licensees must mail all requests for changes.
- ✓ Business and mailing addresses are public information and as such are posted on the Internet and available from DRE via telephone and written requests. Please consider this when identifying a license mailing address.

Type of Change

Check the appropriate box(es) on page 1 and complete the item numbers listed below.

Mailing address	#1–11
Personal name.....	#1–11
Activation	#1–19
Sponsoring broker	#1–19 (<i>required</i>) & 20–23 (<i>optional</i>)
Employment discontinued by broker...	#1, 2, and 20–23
Employment discontinued by sales.	#1–11, & 20–22

Change of Personal Name – Enter full new name. Attach verification of name change (i.e., legible copy of drivers license, marriage certificate, court order, etc.). Sign this form with your new name. A new license will be issued bearing the new name.

Duplicate License – This form cannot be used to order a duplicate license. Use a Request for Duplicate License (RE 225).

Mailing Address – The mailing address (*post office box, residence or business address*) is used to mail correspondence to you. If your mailing address is that of your broker, please note “c/o” (*in care of*) your sponsoring broker or corporation.

Non-California Residents – If residing outside the State of California, a Consent To Service Of Process (RE 234) is also required, if not already on file.

License Certificates

A license certificate is automatically generated at no fee for the following transactions:

- Requests for personal name change;
- Issuance of an unconditional salesperson license following submission of educational requirements of Section 10153.4 of the Business & Professions Code.

Mailing Information

This application may be submitted in person at any district office or mailed to the Sacramento office.

Mail To: Department of Real Estate
P.O. Box 187003
Sacramento, CA 95818-7003

Note To Sponsoring Broker/Corporation

Sponsoring Broker/Corporation ID# and Name – If you are licensed both as an individual broker and as an officer of a corporation, enter the appropriate ID# and name.

- If the salesperson will be working for you under your individual license, enter the name and ID# from that license.
- If the salesperson will be working for you under your corporation officer’s license, enter the corporation name and ID# from that license.
- Do not list DBA’s on this application.

PRIVACY INFORMATION: Section 1798.17 of the Civil Code requires this notice be provided when collecting personal or confidential information from individuals. Each individual has the right to review personal information maintained by this Agency, unless access is exempted by law.

Department of Real Estate	Managing Deputy Comm. IV
2201 Broadway	Licensing, Exam., & Education
Sacramento, CA 95818	Telephone: (916) 227-0931

General powers of the Commissioner, Sections 10050, 10071, and 10075 of the Business and Professions Code authorizes the maintenance of this information.

Business and Professions Code Section 30, Chapter 1361, Section 1, requires each real estate licensee to initially provide to the Department of Real Estate his or her social security number which will be furnished to the Franchise Tax Board. Your social security number shall not be deemed a public record and shall not be open to the public for inspection. The Franchise Tax Board will use your number to establish identification exclusively for tax purposes.

The Real Estate Law and the Regulations of the Commissioner require applicants to provide the Department with specific information. If all or any part of the required information is not provided, processing may be delayed. In addition, the Commissioner may suspend or revoke a license, or in the case of a license applicant, may deny the issuance for misstatements of facts (including a failure to disclose a material fact) in an application for a license.

The information requested in this form is primarily used to furnish license status information to the Department’s Regulatory Section, and to answer inquiries and give information to the public on license status, mailing and business addresses and actions taken to deny, revoke, restrict or suspend licenses for cause.

This information may be transferred to real estate licensing agencies in other states, law enforcement agencies (City Police, Sheriff’s Departments, District Attorneys, Attorney General, F.B.I.), and any other regulatory agencies (i.e., Department of Corporations, Department of Insurance, Department of Consumer Affairs, California Bar Association).